Montana
Office of Public Instruction
Denise Juneau, State Superintendent

opi.mt.gov

JUMP

JOIN US IN MEASURING PROGRESS

This issue of JUMP has several important scheduled dates for systems, schools, and System Test Coordinators.

When new issues of JUMP are posted online, each System Test Coordinator and Authorized Representative, Superintendents and School Principal is notified by email containing a link to the newsletter.

The link to previous JUMP newsletters is

http://www.opi.mt. gov/curriculum/Mo ntCAS/#p7GPc1_4

MontCAS

MONTANA COMPREHENSIVE ASSESSMENT SYSTEM

Welcome to JUMP, the OPI online assessment newsletter. JUMP is published several times during the year to announce important assessment and data events. It provides up-to-date information necessary for the administration of statewide assessments and the accompanying data collections.

2012-13 Statewide Testing Schedule

August/September 2012	High schools will receive information about the ACT Plus Writing Administration
December 3, 2012 – January 29, 2013	English Language Proficiency Assessment – WIDA Please see information beginning on page 5 of this newsletter.
January 9 –11, 2013	OPI Assessment and Data Conference, Billings The conference will begin the afternoon of January 9 with a full day on January 10 and morning sessions on January 11.
February 19 – March 26, 2013	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science. The first week of this window is intended for training and the preparation of materials.
March 4 – March 26, 2013	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science
April 23 – May 7, 2013	ACT Plus Writing for Public School Students in Grade 11 April 23: Initial Test Day May 7: Makeup Test Day April 23 – May 7: Accommodated Testing Window

TEST COORDINATOR INFORMATION

If your system has a new System Test Coordinator this school year, please contact Alisia Landis (alandis2@mt.gov 406-444-3511), the OPI assessment administrative assistant. Please provide the Test Coordinator's name, email address, phone number, shipping address, and mailing address.

Test Coordinator Information is also collected with schools' data during the OPI **Annual Data Collection (ADC)**; however, important time-sensitive information will be sent to System Test Coordinators prior to the ADC Collection.

CRT AND CRT-ALTERNATE

Spring 2012 CRT and CRT-Alternate Results
MAY 2012

The CRT and CRT-Alternate Reading, Math, and Science System and School Summary Reports and Interactive Data and the MARS User Manual are posted on the secure Measured Progress iServices site: http://iServices.MeasuredProgress.org

Select "Montana" or "Montana ALT" (either works for CRT or CRT-ALT) from the dropdown menu and click "Enter."
- For the User Manual, select "Forms and Manuals"
  - Select MARS User Manual (pdf)
- For MARS
  - Select MARS
  - Enter your User Name and Password. *(These were assigned to systems and schools in June of 2008.)*

If you need assistance, please contact Alisia Landis at OPI. (alandis2@mt.gov or 406-444-3511)

Student Reports
SEPTEMBER 2012

Printed individual student reports will be mailed from Measured Progress to System Test Coordinators for distribution to parents/guardians. Systems can expect to receive them by September 13.

- The 2012 Interpretative Guide and cumulative file labels for each student will accompany the reports.

- The system and schools should have a plan to distribute the reports within two weeks of receipt of the paper copies.

- PDF copies will be posted in the "Reports" section of MARS on September 1.

Included in the shipment will be a memo referencing a letter to accompany the reports ONLY for students who participated in the CRT with a nonstandard accommodation(s).

• Please read the memo and the letter and make copies of the letter, as necessary, ONLY for those students with reports that indicate the CRT was administered with a nonstandard accommodation (s).

• You will find that information in the student report on the top of page two. It is below the first graph under the appropriate content area (s) and will read:

"Your student was administered the 2012 CRT with a non-standard testing accommodation. For further information please contact your school principal or testing director."

Please DO NOT send the letter with all reports.
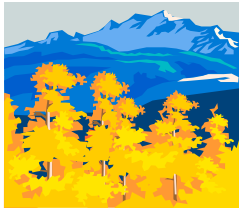
PLANNING AHEAD FOR SPECIAL NEEDS

Fall is the time of year to review IEPs (1) to determine accommodations for classroom instruction and assessments and the CRT, (2) to register students for the CRT-Alternate, and (3) to order Braille and large-print versions of the CRT.

Information about ordering Braille and large-print versions will be included in a future issue of JUMP.

IEPs and Accommodations

Thanks to Frank Podobnik, OPI Division of Special Education, for contributing the following information:
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Each student with a disability must have in place, an IEP or a 504 plan which describes how the student will participate in the annual statewide assessment. All students with disabilities must participate in the statewide assessment if they are in grades 3 through 8 or grade 10. Most students with disabilities will participate in the CRT using no accommodations or using the standard accommodations available to all students. A few students, because of their unique needs, will take the CRT using non-standard accommodations.

It is important for special education case managers to review the IEP determinations for each student with disabilities to ensure that appropriate accommodations will be available during the testing window for the student.

Standard or non-standard accommodations or the determination that a student will take the CRT-Alternate need to be specified in the student's IEP or 504 plan. The accommodations described in a student's IEP or 504 plan should match those used during the administration of the CRT either by accommodations number or by using the same vocabulary that is in the 2012 Accommodations Guidance memo located at **http://www.opi.mt.gov/pdf/Assessment/CRT/TA/12AccommodationsGuideMemo.pdf**

Please keep in mind that the specific accommodations to be used with a student with disabilities must be determined by the IEP or 504 Plan team. The following guidelines apply to all situations in which accommodations are used.

It is important that the accommodations used during the testing session reflect the strategies that are used with the student on a daily basis and in all classroom assessments.

It is not beneficial to apply an accommodation for the testing session that has not been shown to be helpful to the student previously or to which the student is not routinely accustomed.

The testing setting is not the place to introduce new strategies to the student. It will not help the student perform, will not lead to valid test results, and could be a disadvantage to the student.

This means the types of accommodations listed for the student's test participation should be the same types of accommodations that are used with the student in the classroom setting.

Although many standard accommodations are available for all students, some of the standard accommodations are intended only for students with IEPs or 504 plans and, in some cases, LEP plans. Those are coded with double asterisks **. (Please consult the 2012 Accommodations Memo, pages 2-5 to reference the ** coded standard accommodations
http://www.opi.mt.gov/pdf/Assessment/CRT/TA/12AccommodationsGuideMemo.pdf

In unusual circumstances, a student without an IEP, 504 plan, or LEP plan may require an accommodation keyed with **; in prospective cases, approval must be requested from OPI. An online process for requesting approval is being developed to make it easier to submit the request.

As with any accommodation for any student, the determination for use must be made on an individual basis and be a practice for that student in all classroom assessments. *Instructional practices for groups of students are NOT accommodations; they are instructional strategies employed to help individual students become independent.*

In November 2012, the Office of Public Instruction will provide system test coordinators with instructions on the process to apply online to use a standard accommodations coded ** for each general education student for whom the accommodation is being requested. By following a systematic process based on clear evidence and need, the school should have made a determination by November regarding the ** accommodation for an individual student. The Office of Public Instruction will review the requests and notify schools of the decision regarding their request(s).

For clarification about accommodations for IEP or other students, please contact Frank Podobnik, fpodobnik@mt.gov , 406-444-4428 or Judy Snow jsnow@mt.gov 406-444-3656.

THE CRT-ALTERNATE

A very small percentage of the population will be administered the CRT-ALT. This form of the CRT is only available to students who have an IEP and who meet the criteria as a student with a significant cognitive disability.

The case managers need to notify the System Test Coordinator as soon as possible of the students at each grade level that need to be administered the CRT-ALT. The materials for the CRT-ALT take time to produce, and it is important that this task is not put off until the last minute.

Below is a table with the registration windows for students eligible for the CRT-Alternate. After December 3, 2012, the windows are specifically for students newly enrolled in your schools.

Should the registration windows not be observed for enrolled students, the students may be considered non-participants with calculated scores of novice for AYP determinations.

Registration Windows for Students Eligible for the 2013 CRT-Alternate Including Students who Participated in the 2012 CRT-Alternate	
October 8, 2012 – December 3, 2012	For students currently enrolled in your school
January 2, 2013 – January 15, 2013	For students who enroll in your school after December 3, 2012
After January 15, 2013	For students who enroll after January 15, 2013, please contact Judy Snow, 406-444-3656, jsnow@mt.gov

>>>>> Guidelines for eligibility for the CRT-Alternate are online at
http://www.opi.mt.gov/PDF/Assessment/CRT/TA/10How_to_Include_Students_with_Disabilities.pdf
A link and directions for registration will be emailed to system test coordinators in October 2012.

ORDERING BRAILLE VERSIONS OF THE CRT FOR YOUR STUDENTS

The CRT is available in two Braille versions, but because it is a lengthy process to produce them, all orders must be complete by November 5, 2012.

- When ordering, please specify which version is required, Un-contracted or Contracted.
  - **Un-contracted Braille**: Words are transcribed to Braille by simply substituting the equivalent Braille character for its printed equivalent, such a character-by-character transcription. It is used by beginners.
  - **Contracted Braille** uses a system of contractions to reduce space and speed the process of reading. Virtually all Braille books are transcribed in this format.
- Please check with your Special Education Directors/teachers and schools to determine if you have any student (s) in your system who requires a Braille version in grades 3 - 8 or 10 and which version.

Order deadline November 5, 2012.

Please contact Alisia Landis at OPI (406-444-3511 or alandis2@mt.gov with the following information: state student ID, grade, school, and version (Un-contracted or Contracted) for each student requiring a Braille version. To ensure student privacy, please do not include the name of the student. Thank you.

JUMP SMARTER

Montana is a governing state in the SMARTER Balanced Assessment Consortium which includes approximately 30 states. All the states have adopted the Common Core State Standards SMARTER received a federal grant to develop formative assessment practices and interim and summative assessments to be ready in 2014-15. For more information about SMARTER: http://www.smarterbalanced.org/

- Montana educators and schools will have the opportunity to participate in the many dimensions of test development including item development and review, formative assessment practices and resources, and pilot and field testing. All application and timeline information will be posted on the assessment tab of the *Getting Ready* website, http://opi.mt.gov/Curriculum/MontCAS/GetReady.php#gpm1_5 , and in special editions of *JUMP* SMARTER, a brief newsletter with up-to-date Montana information about SMARTER.
  - ✓ In May, Montana educators registered for Item Review and should receive their assignments in August 2013.
  - ✓ Pilot testing is scheduled for the Winter/Spring of 2013.
    (Timelines and applications will be announced at a later date)
  - ✓ Field testing is scheduled for the Spring of 2014.
    (Timelines and applications will be announced at a later date)
  - ✓ Implementation is scheduled for the 2014-15 school year with the summative assessment in the spring of 2015.
- The interim and summative assessments will be administered online and will be adaptive. Facts about Computer Adaptive Testing (CAT) and SMARTER are at the following link:
  http://www.opi.mt.gov/pdf/Assessment/GetReady/ComputerAdaptiveTesting.pdf
- To prepare for the technology, Montana OPI and five school districts piloted a Technology Readiness Tool (TRT) and will now begin contacting and informing schools about their use of the TRT.
  - ✓ Facts about the TRT are at the following link: http://opi.mt.gov/pdf/Assessment/GetReady/12_07-12Fact-Sheet-TRT.pdf
- Colet Bartow is the Technology Readiness Coordinator. Please contact Colet with questions: cbartow@mt.gov 406-444-3583 or Alisia Landis in the assessment office, alandis2@mt.gov 406-444-3511.

Please Join Us!

Schedule of Test Development Events 2012-2013

You are invited to nominate yourself and/or a colleague to participate in CRT development sessions.

- All sessions are in Helena.
- Training is included at each session.
- Lodging is provided for participants living 90 miles or more from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are also available. For the June meetings, honoraria are provided.
- We look forward to hearing from you soon. Nomination is online at the following link:
http://iservices.measuredprogress.org/Default.asp?ProgramID=11&submit1=Enter

Please note the opening date for nomination for each session.

2012-2013 Test Development Events		
Date	**Event**	**Participants**
November 29-30, 2012 • **Nomination link opens September 3, 2012**	Passage Review	Panels of five each: elementary, middle school, and high school teachers.
April 16-17, 2013 • **Nomination link opens January 15, 2013**	Item Review	** UNCLEAR: Panels of six elementary, middle school and high school teachers, including special education and LEP teachers each for the following contents and grades: Reading: Grades 3-4, 5-6, 7-8, and 10 Math: Grades 3-4, 5-6, 7-8, and 10 Science Grades 4, 8, and 10
June 25-26, 2013 • **Nomination link opens March 15, 2013**	Field Test Statistical Review	Panels of: Reading, grades 3-6: four teachers* Reading, grades 7, 8, and 10: three teachers* Math, grades 3-6: four teachers* Math, grades 7, 8, and 10: three teachers* Science, grades 4 and 8: four teachers** Science, grade 10: three teachers * =1 for each grade ** =2 for each grade

ENGLISH LANGUAGE PROFICIENCY (ELP) ASSESSMENT

WIDA and MetriTech are the contractor and subcontractor for the assessment. MetriTech Inc. is the subcontractor within the WIDA system that is responsible for the printing, distribution, scoring, and reporting of the *ACCESS for ELL s*®.

More information about WIDA and the MontCAS ELP is online at the following links: www.wida.us OR http://www.opi.mt.gov/curriculum/MontCAS/#gpm1_10

- The results for the 2011-12 MontCAS ELP Assessment (*ACCESS for ELL s*®.) will be mailed to System Test Coordinators by September 1, 2012. They will be accompanied by an Interpretive Guide and a letter of explanation. The reports were delayed this year only for consultation with Montana educators on the definition of proficient and exit criteria. In the future, the reports will be available in the spring of the year.

- The window for the MontCAS ELP, **ACCESS for ELL s**®, December 3, 2012 – January 29, 2013. The following information is to assist systems and schools in preparing for the 2012-2013 administration of the ELP for students identified as Limited English Proficient (LEP).

  - **All** students identified as LEP are required to participate in the ELP including newly enrolled LEP students.
  - **And,** the LEP status of all identified students must be updated in *AIM.* Please keep in mind the importance of updating AIM data to reflect the current status of LEP students. LEP program participation data must be entered into *AIM* no later than **October 12, 2012** in order to receive barcode labels for students.
  - Montana observes the federal definition of limited English proficiency. Both language impact and academic achievement must be considered when identifying LEP students.
  - Please consult the guidelines for identification of students at the following link: http://www.opi.mt.gov/pdf/Bilingual/10JanLEPCriteria.pdf
  - In some cases, an LEP student may enroll in a system or school that has not previously served LEP students. For that reason, the system or school will not be on any shipping lists.
  - Training webinars will be available on the WIDA web site, www.wida.us
  - Memos from OPI and WIDA will be sent to all system test coordinators the week of August 20. The memo from WIDA gives detailed instructions on obtaining and assigning passwords to use the password protected section of the WIDA site.

WIDA provides two ELP Assessments:
W-APT™is a screening tool to administer to newly enrolled students to assist in the identification of those with limited English proficiency (LEP). It may be used as needed during the school year.

ACCESS for ELL s® is a required annual assessment for all students identified as LEP. The 2012 testing window for *ACCESS for ELL s*® is December 3, 2012 – January 29, 2013.

Online Training and Information Webinars www.wida.us	Date Available	Username and Password Needed
Introduction to WIDA: Provides basic information for system test coordinators and educators about WIDA.	August 31	NO
W-APT Overview • Provides training for downloading, administering, scoring, and using the results of the *W-APT* to assist in the identification of newly enrolled students with limited English proficiency (LEP/ ELL).	August 31	YES
Using W-APT Online Score Reports to Meet the Needs of ELLs	Sept. 30	YES
Pre-ACCESS for ELLs Test Administration Training: Provides information on testing materials for system test coordinators and training for administration of the assessment.	Oct. 1	YES

ACCESS for ELLS Assessment Timeline	Start Date	End Date
Deadline for school LEP program data to be entered into *AIM*	NA	10/12/2012
OPI orders tests and barcode labels for systems and schools.	NA	11/06/2012
Systems receive *ACCESS* test materials shipped by MetriTech*	NA	11/28/2012
Additional materials ordering deadline		1/16/2013
Test Window	12/3/2012	1/29/2013
Deadline for systems to ship return materials to MetriTech*		2/5/2013

If you have questions about testing materials, please contact Alisia Landis: alandis2@mt.gov or 406-444-3511.

If you have questions about identification of students with limited English proficiency (LEP), please contact Lynn Hinch: lhinch@mt.gov or 406-444-3482.

ACT PLUS WRITING FOR ALL MONTANA PUBLIC SCHOOL JUNIORS

The Office of Public Instruction mailed information about ACT Plus Writing to all Superintendents, High School Principals, and System Test Coordinators on August 1, 2012. All high schools will soon begin receiving detailed information about schedules and training.

- On Tuesday, April 23, 2013, all Montana juniors will have the opportunity to take the ACT Plus Writing on a school day in their high schools. The test will be provided for these students without cost. The Montana GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) Program received a $28 million grant to fund the ACT Plus Writing for the next six years.
- The Office of Public Instruction (OPI) will manage the contract with ACT, Inc. and will oversee the administration of the ACT Plus Writing. Educational grants through OPI will be available to schools for expenses directly related to administration arrangements.

Students have three options when taking the ACT Plus Writing:

1. Without accommodations: Students will receive scores that are reportable to colleges, universities, and scholarship organizations and are accepted by the NCAA.
2. With ACT-Approved accommodations
   - Students will receive scores that are reportable to colleges, universities, and scholarship organizations and are accepted by the NCAA.
   - These accommodations are for students with professionally diagnosed and documented disabilities who receive accommodations in school.
   - Applications and documentation are required for ACT-Approved Accommodations. The window to request these accommodations is October 1, 2012 through January 25, 2013.
3. With State-Allowed accommodations
   - Some students may require accommodations that are not ACT-Approved but are allowed by OPI. Those students' scores will be reported to the students but are not reportable to colleges, universities, scholarship organizations, or the NCAA; however, the information the students receive from their results will be valuable in their planning for college or a career.
   - State-Allowed accommodations follow the recommendations for accommodations for the ACT-Approved accommodations, but are available for students who do not have a disability but regularly receive accommodations in school.
   - State-Allowed Accommodations can be ordered directly online between October 1, 2012 and April 3, 2013.

Please plan ahead to ensure that the documentation for accommodations is current.

OTHER ASSESSMENT INFORMATION

Professional Development Online

During the summer of 2012, MontCAS offered the following five online professional development opportunities for which participants can receive graduate credits or renewal units.

For the following online classes go to: http://opi.mt.gov/Curriculum/MontCAS/MontCAS_Presents.html#gpm1_1

Standards-Based IEPs
- Developed and conducted by Dr. Gail McGregor of the Rural Institute for Disabilities at the University of Montana.

FAME-CI: Formative Assessment for Montana Educators—Classroom Instruction
- Developed and conducted by Dr. Stevie Schmitz of Rocky Mountain College.

Common Core Standards and Writing
- Developed and conducted by Lisa Scott, Billings Public Schools

Common Core Standards and Math
- Developed and conducted by Dana Haring, Kalispell Public Schools

Teaching and Assessing LEP Students
- Developed and conducted by Therese Tucker, OPI Interim Assessment Specialists, and Lynn Hinch, OPI Bilingual Specialist

Plans are to offer the classes listed above in Fall 2012 or Spring 2013.
- In addition, a class on ACT Plus Writing and the classroom will be offered in Fall 2012. Please check regularly at the following link for information on the new class and other offerings: http://opi.mt.gov/Curriculum/MontCAS/MontCAS_Presents.html#gpm1_1

Professional development and training on the use of MARS, the secure online reporting system for the CRT and the CRT-Alternate is located http://www.opi.mt.gov/Curriculum/MontCAS/MontCAS_Presents.html

- The CRT and CRT-Alternate reports are on *MARS*, including the student reports in pdf format.
- *MARS* has an interactive feature which can inform and impact classroom instruction and curricula.
- *MontCAS Presents* provides prerecorded training modules on key elements of *MARS*. It is recommended that all staff working with *MARS* view these individually or as a group.

ASSESSMENT / DATA CONFERENCE

Please join colleagues in planning the annual assessment / data conference. Planning is by conference call and email. Please contact Alisia Landis, 406-444-3511 or alandis2@mt.gov if you would like to participate or would like more information.

TESTING CONTRACTOR CONTACT INFORMATION

The CRT and the CRT-Alternate—Measured Progress, Inc.
Dan Verdick, Montana CRT Program Manager
dverdick@measuredprogress.org or 800-431-8901 x2220
Nancy Hebb, Montana CRT Program Assistant
hebb.nancyl@measuredprogress.org or 888-792-2741
Tim Greenlaw, Montana CRT-Alternate Program Manager
greenlaw.timothy@measuredprogress.org or
800-431-8901x2309
ACCESS and the *W-APT*, English Language Proficiency Assessments WIDA Consortium
help@wida.us or 1-866-276-7735

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